



Trustees' annual report for the period of 1st April 2024 to 31st March 2025

Reference and administration details

Charity name: 1st Rayleigh Scout Group

Registered charity number: 280781

Scout Association registration number: 33333

Address of headquarters: 1st Rayleigh Scout Hut

Kenilworth Gardens

Rayleigh

Essex

SS6 9HS

Names of the charity trustees who manage the charity (These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

Danielle Beaney – Chair

Lianne Hickey – Treasurer

Mark Gibson – Ex-Officio

Tina Baines

Peter Baines

Cheryl Gibson



Structure, governance and management

Description of the charity's trusts

Type of governing document

1st Rayleigh Scout Group governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bylaws of the Association and the Policy, Organisation and Rules (P.O.R.)2 of the Scout Association, which provides the framework in which all UK Scouting operates. As a charity, the Group is also governed by Charity Commission legislation.

Note that between 2023 and 2025, the National Scout Association is introducing changes to the structure which are designed to enhance the governance arrangements of Scout Groups, at the same time creating more flexible opportunities for adults to participate. Most of the changes took place from the AGM on 26th September 2024 and have now been implemented.

How the charity is constituted

1st Rayleigh Scout Group is a trust established under its rules, which are common to all Scouts

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The Group is managed by the Group Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group, which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of the Chair, Treasurer and 4 Trustees (including 1 Ex Officio Trustees and 0 co-opted Trustees) and meets every 3 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first six months of joining the Board.



This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that give young people skills for life.

Risk and Internal Control

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

Objectives and activities

The purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The aims of the Scout Association are achieved by providing an enjoyable and attractive programme of progressive training, which is guided by the following values:

Integrity We act with integrity; we are honest, trustworthy and loyal.

Respect We have self-respect and respect for others.

Care We support others and take care of the world in which we live.

Belief We explore our faiths, beliefs and attitudes.

Co-operation We make a positive difference; we co-operate with others and make friends.

The Group operates for the benefit of young people, between the ages of 4 and 14½ years from any background, regardless of gender, faith or personal circumstances, and thus meets the Charity Commission's public benefit criteria.



The Scout Method

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

We have one Beaver section (6 to 8 years), one Cub section (8 to 10½ years) and one Scout section (10½ to 14 years). Each section is overseen by an adult leadership team, which, in consultation with the young people, devises an enjoyable programme of training that delivers the purpose and is relevant to the age group. This enables the young people to attain the Scout Association awards relevant to their section.

The principal awards

- ❖ Challenge Awards: these are core badges that cover areas such as outdoor and indoor skills, teamwork, leadership, world awareness and adventure.
- ❖ Activity Badges: a wide range of badges enabling the young person to show proficiency in almost any sport or hobby that might interest them, or additional skills in areas such as camping, navigation and first-aid.
- ❖ Attaining all the Challenge Awards and a sufficient number of Activity Badges for their age group leads to the Chief Scout Award for their section – Bronze, Silver or Gold for Beavers, Cubs and Scouts, respectively.
- ❖ The Group also oversees a sub-section that engages in target activities: shooting, archery, and tomahawk throwing.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.



Achievements and performance

The following is a summary of the year. Further information can be found on our website.

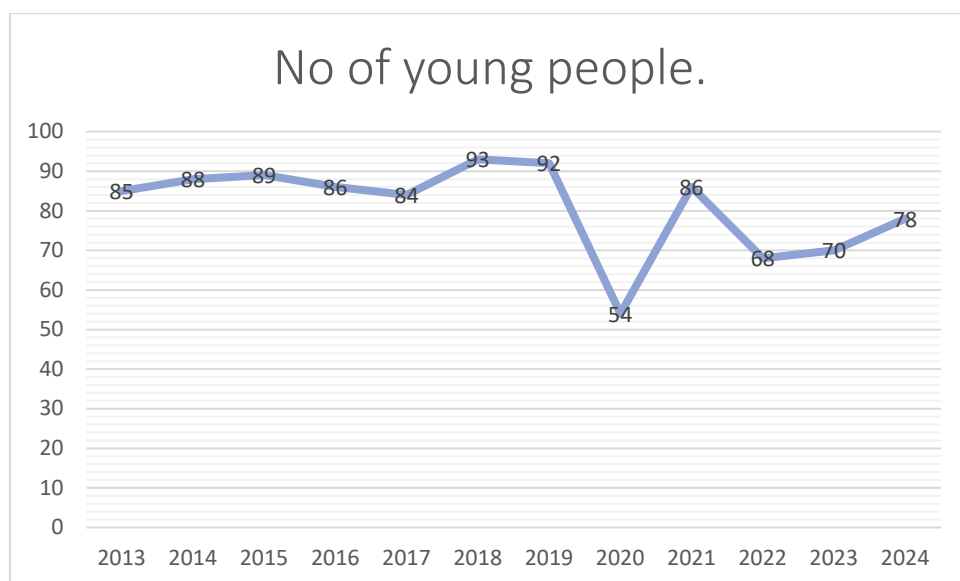
- The section leaders continue to provide active programmes, resulting in the award of many Activity Badges.
- Owing to the residual effect of Covid-19 restrictions, over the past few years, the young people have not been able to achieve as many Challenge Badges and Chief Scout Awards. However, the sections have been busy rectifying this situation.
- Two Explorers who were previously members of our Group attended the 2023 World Scout Jamboree in South Korea.
- At the time of the January 2024 census, we recorded a total of 70 youth members and 12 adults.
- Besides the fantastic work they do locally, our leaders actively support Scouting outside of our Group: several are Explorer Leaders and District members. Our Target Sports team is a resource that provides opportunities for young people of other groups to gain experience in these skills.
- The Group Trustee Board has overseen the administration and practical running of the HQ.

Besides routine matters, the following projects were undertaken:

- ❖ Purchase of new audio equipment following a grant from the government
 - ❖ New Tents
 - ❖ New uniform for the target sports team
-
- The leaders and Trustee Board are grateful to all those who have supported our maintenance and fund-raising events and those who have provided additional financial support during this sometimes challenging, but always successful, year.



The graph below shows how the group had been a steady number before COVID-19 and how we are after. It is great that we are slowly getting back to the numbers we had before.



Financial review

Further information is given in the annual accounts, but a summary of receipts and payments for the year ending 31 March 2025 is:

| | Unrestricted Funds 2024-2025 | Restricted Funds 2024-2025 | Total 2024-2025 | Total 2023-2024 |
|--------------------------------|---------------------------------|-------------------------------|--------------------|--------------------|
| Receipts | £33,608 | - | £33,608 | £30,760 |
| Payments | £28,411 | £500 | £28,411 | £35,782 |
| Net Receipts / (payments) | 5196.73 | - | 5196.73 | (£5,022) |
| Net Transfers Between Funds | - | - | - | - |
| Cash Funds at 31 March | £11,936.04 | £6,000 | £16,936.04 | £11,739.31 |

Reserves policy



The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the Group should income and fundraising activities fall short of running costs. The trustees consider that the Group should hold a sum equivalent to 4 to 6 months of running costs in the General Fund to cover imminent payments and urgent building repairs should they arise.

On 31 March 2025, the balance stood at £16,936, which satisfies this policy (approx. £3,750 this year) with a considerable additional margin.

Investment policy

The Group does not have sufficient funds to invest in longer-term investments. The Group has, therefore, adopted a risk-averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Signatories to bank accounts

Payments or withdrawals from the Group's bank accounts require authorisation by two of the following:

Group, Scouts and Target Sports – Lianne Hickey, Danielle Beaney, Cheryl Gibson, Tina Baines and Lisa Smith.

Cub and Beaver - Lianne Hickey, Cheryl Gibson, Tina Baines and Lisa Smith.



Declaration

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the Trustees:

Paper version signed by Danielle Beaney

Signature

Approved at the meeting of the Trustee Board held on 25th September 2024. The Secretary of the 1st Rayleigh Trustee Board holds the original, signed copy.

Name: Danielle Beaney

Position: Chair of Trustee Board, 1st Rayleigh Scout Group

Date: 25th September 2024

Glossary and references

1. The Scout Association: <https://www.scouts.org.uk/>
2. Policy, Organisation and Rules: <https://www.scouts.org.uk/por/>
3. Scout Association rules and guidance concerning Trustee Boards:
<https://www.scouts.org.uk/volunteers/volunteer-experience/teams/trustee-boards/>
4. <https://www.scouts.org.uk/volunteers/volunteer-experience/volunteering-together/what-this-means-foryou/moving-to-trustee-boards/>
5. The Group Scout Council is the electoral body which supports Scouting in the Scout Group, and is the body to which the Group Trustee Board is accountable. Its membership consists of parents of the youth members of the Group and the Group's leaders

Annual Report 2024-2025

2024-2025

Income

| | |
|------------------|----------|
| Admin | 1,380.00 |
| Badges | 0.00 |
| Camp Equipment | 0.00 |
| Donation | 465.64 |
| Events | 609.50 |
| Events - Beavers | 444.28 |
| Events - Cubs | 1,831.00 |
| Events - Scouts | 5,313.63 |
| Fundraising | 5,099.19 |
| Gift Aid | 3,738.60 |
| Grant | 500.00 |
| Group | 32.00 |
| Meetings | 0.00 |
| Membership Fees | 8,234.55 |
| Rent | 492.00 |
| Target sports | 5,467.50 |
| Transfer | 0.00 |

Expense

| | |
|--------------------|----------|
| Activity Equipment | 0.00 |
| Admin | 5,249.00 |
| Badges | 532.94 |
| Camping Equipment | 272.96 |
| Events | 610.22 |
| Events - Beavers | 512.64 |
| Events - Cubs | 1,232.57 |
| Events - Scouts | 5,223.60 |
| Fundraising | 736.01 |
| Go cardless fees | 0.01 |
| Group | 807.10 |
| Insurance | 2,128.86 |
| Meetings | 0.00 |
| Meetings - Beavers | 486.36 |
| Meetings - Cubs | 572.02 |
| Meetings - Scouts | 829.64 |
| Membership Costs | 45.05 |
| Membership Fees | 239.31 |
| OSM | 10.00 |
| Rates | 384.23 |
| Target Sports | 3,597.94 |
| Training | 0.00 |
| Transfer | 0.00 |
| Utilities | 2,322.24 |
| Venue Maintenance | 2,618.46 |

Account balances

| | |
|--------------------|----------|
| Cubs | 1,508.08 |
| Scouts | 1,070.90 |
| Target Sport | 2,948.89 |
| Group Barclays | 8,870.56 |
| Beaver New Account | 2,123.33 |
| Expense Account | 136.46 |
| Group Petty Cash | 277.82 |

Summary

| | |
|---------------------------------|-----------|
| Account balance brought forward | 11,739.31 |
| Total income | 33,607.89 |
| Total expenditure | 28,411.16 |
| Net income | 5,196.73 |
| Account balance carried forward | 16,936.04 |



1st Rayleigh

Scout Group



Independent Examiners Report to the Trustees of 1st Rayleigh Scout Group

I report of the accounts of the Group for the year ended 31st March 2025 which are attached.

Respective responsibilities of trustees and examiner

As the Charities trustees responsible for the preparation of the accounts, you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissions under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit view given by the accounts.

Independent Examiners Statement

In connection with my examination, no matter has come to my attention;

- which give me reasonable cause to believe in any material respect the requirement to keep accounting records in accordance with Section 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirement of the Act have not been met, or,
- which gives me reason to believe that in any material aspect the accounting rules of the Groups' constitution have not been met.

Signature

Name

P. D. SHARP

Date

7.5.25

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Web: www.1strayleigh.co.uk